**Article I: Name**

The name of the organization shall be Bloom Carroll Youth Athletics (BCYA). This organization is formed as a result of a merger between Bloom Township Athletic Association (BTAA) and Carroll Summer Youth Association (CSYA).

**Article II: Objectives**

The objectives of this organization shall be to provide facilities, equipment, instructors, and guidance, to the youth of Bloom-Carroll school district and the surrounding communities, in a program of recreational baseball, softball, soccer or whatever sport deemed practical by the board of directors.

**Article III: Membership**

Membership is open to any youth in the Bloom-Carroll school district and surrounding communities that wishes to participate in the recreational sports provided and qualifies by fulfilling the age bracket and participation standards set forth by the Board of Directors.

**Article IV: Board of Directors**

* The Board of Directors shall not consist of more than thirty (30) directors. At the time this organization is formed, all current BTAA and CSYA directors will become BCYA Board Directors.
* New directors may be added to the Board when a vacancy exists due to resignations, death, or removal by the remaining directors for just cause. New directors must submit a letter of interest, be interviewed by the current board, and be approved by a majority vote of the Board of Directors present at the meeting the vote is taken.
* It shall be the duty of the Board of Directors, except as otherwise provided by this constitution and by-laws, articles of corporation, or required by law, to take general charge of the affairs of the association.
* Action can be taken with the approval of the majority of those directors present at any regularly scheduled meeting.

**Article V: Officers**

Elected officers of the association shall be: President, Vice-President, Secretary and Treasurer. At the 1st meeting after Jan 1, 2005, all officers from the BTAA and CSYA will relinquish their offices and new elections will be held for officers of the BCYA.

**Article VI: Elections**

1. Officers shall be elected at the annual meeting in October to serve for a term of 1 year, or until their successor is elected. Officers elected in October will take office the following January.
2. Any member of the Board of Directors is eligible to be elected to an office of the association.
3. All officers will be elected by the directors at the annual meeting.

**Article VII: Duties of officers**

**The President shall**

* Preside at all meetings of the association
* Solicit committee members for standing committees, subject to approval of the entire board
* Appoint coaches with the approval of the board of directors
* Sign with the treasurer, warrants for payments of money from the treasury
* Sign bank signature card to enable him/her to sign checks and handle banking in case of an emergency
* Act as official liaison between BCYA, or other leagues or appoint someone to act in this position

**The Vice-President shall**

* Assume the duties of the president in his/her absence
* In case of death or resignation, automatically become President for the remainder of the unexpired term
* Sign bank signature card to enable him/her to sign checks and handle banking in case of an emergency

**The Secretary shall**

* Record the proceeding of all association meetings
* Prepare an agenda of the items to be considered at meetings if the presiding officers so desire
* Preside at the association meetings in the absence of the President and Vice-President
* If unable to attend a meeting, make certain a copy of the last meeting’s minutes are available for the board meeting
* Sign bank signature card to enable him/her to sign checks and handle banking in case of an emergency

**The Treasurer shall**

* Collect all monies and care for the association’s funds
* Keep accurate records with ledgers of receipts and payments so as to enable the board to determine exact funds. Said ledgers should be available at all regular scheduled meetings.
* Submit written financial reports with current bank statements attached at each meeting
* Pay bills as warranted by the board of directors
* File an income tax return with the IRS each year so as to keep current tax exempt-status
* Post a copy of the October audit report at the spring sign-ups for public information
* If unable to attend a meeting, make certain that the last available financial statement with bank statement attached is available for the board meeting
* Ensure all checks are signed by no less than 2 officers
* Sign bank signature cards to enable him/her to sign checks and handle banking

All officers shall perform the duties in this constitution and by-laws. Failure of any officer to perform any duties described above shall result in his/her termination from said office. They shall deliver to their successors all materials pertaining to their office within 10 days after election or termination.

In the event of vacancy occurring in the office of Vice-President, Secretary or Treasurer, The President will call for a meeting of the board of directors within 60 days, who will then elect a replacement for the unexpired term.

**Article VIII: Meetings**

Other than the annual meetings, the board of director shall meet at least monthly during the months of January, February, March, April, May, June, July, August, September, October and at the discretion of the President at other times.

Anything not covered in the by-laws will follow Robert’s Rules of Order. By-law changes can only be made after a 7-day advance notice to all active directors, the actual proposed change communicated 7 days prior, and must be passed by a ¾ majority of present members at the announced meeting after the 2nd reading.

Committees

Standing committees shall be: equipment, registration, scheduling, publicity/website, sponsorship/fundraising, concessions, soccer, baseball, softball, field maintenance, uniforms and audit committees

Duties of committees

The auditing committee will audit the treasurer’s files annually. Each August a committee of 3 board member appointed by the president shall audit the treasurer’s files. A final audit will be made by an accountant at the end of each year.

Special committees will be appointed when deemed necessary

Attendance of Board of Directors

Any BCYA board of directors to miss (3) consecutive unexcused meetings may be dismissed from said board with majority vote

Special meetings

Any director, with agreement of (4) other directors, may call a special meeting with (7) day advance notice to all directors. Agreement may be communicated by email, in person, or by telephone to an officer. The meeting must be held anywhere in Greenfield or Bloom townships.

Records

All books and records of BCYA may be inspected by any director/agent/or attorney, for any proper purpose at any reasonable time